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CURRICULUM SUBCOMMITTEE MINUTES

1 September 2011

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 1 September 2011 at 2 p.m. in Old Main 136 (Champ Hall Conference Room).

Present:

Ed Reeve, Chair, College of Engineering
Darrin Brooks, Caine College of the Arts
Chris Skousen, Huntsman School of Business
Patricia Gantt, College of Humanities and Social Sciences
Nancy Mesner, College of Natural Resources
Richard Mueller, College of Science
Wendy Holliday, Libraries
Travis Peterson, Regional Campuses and Distance Education
Norm Jones, General Education Subcommittee Chair
Steve Beck, Graduate Council (representing Shelly Lindauer)
Brett Healy, Graduate Studies Vice President (representing Cami Jones)
Roland Squire, Registrar's Office
Cathy Gerber, Registrar's Office

Absent:

Thomas Bunch, Agriculture
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
Tanner Wright, Academic Senate President

Visitor: Larry Smith, Vice Provost

Norm Jones moved to approve the minutes of the 7 April 2011 meeting. Richard Mueller seconded; motion approved.

Norm Jones moved to approve the business of the College of Agriculture. Richard Mueller seconded; motion carried.

College of Agriculture

Department of Agricultural Systems Technology and Education

Prerequisite Change

FCSE 3790	Housing and Interior Design Teaching Methods	3 cr.
	Prerequisites: ID 1750, FCSE 3400. Enrollment limited to FCSE majors only	
	Effective Summer 2012	

Delete Course

ASTE 5100	Electrical Controls and Motors for Agri-Industrial Applications	3 cr.
	Effective Fall 2011	

Department of Animal, Dairy and Veterinary Sciences

Title Change, Course Description Change

ADVS 6600/7600	Advanced and Molecular Toxicology Previously Principles of Toxicology Effective Spring 2012	3 cr.
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Department of Nutrition, Dietetics and Food Sciences

Credit Hour Change

NDFS 6050	Community Nutrition Internship Previously 3-6 cr. Effective Spring 2012	2-6 cr.
NDFS 6250	Clinical Nutrition Internship Previously 5-10 cr. Effective Spring 2012	2-10 cr
NDFS 6350	Food Service Management Internship Previously 6-12 cr. Effective Spring 2012	2-12 cr

Chris Skousen moved to approve the business of the Huntsman School of Business. Richard Mueller seconded; motion carried.

Huntsman School of Business

Prerequisite Change

BUS 3100	Survey of Management Information Systems University Studies Designation: DSS Prerequisites: Cumulative GPA of 2.5 or higher; OSS 1400 or equivalent Effective Summer 2011 (Information Item-removed CIL prerequisite)	3 cr.
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Department of Management Information Systems

Prerequisite Change

MIS 5700	Internet Management and Electronic Commerce University Studies Designation: DSS Prerequisites: OSS 1400, admittance to a USU major, cumulative GPA of 2.67 or higher, and completion of at least 40 credits. Some programming experience is helpful. Effective Summer 2011 (Information Item-removed CIL prerequisite)	3 cr.
OSS 2300	Data Communications and Networking Prerequisite: OSS 1400 Effective Summer 2011 (Information Item-removed CIL prerequisite)	3 cr.

OSS 2400	Web Design Applications Prerequisite: OSS 1400 Effective Summer 2011 (Information Item-removed CIL prerequisite)	3 cr.
OSS 2450	Spreadsheets and Databases Prerequisite: OSS 1400 Effective Summer 2011 (Information Item-removed CIL prerequisite)	3 cr.
OSS 2520	Integrating Office Technology Prerequisite: OSS 1400 Effective Summer 2011 (Information Item-removed CIL prerequisite)	3 cr.

Richard Mueller moved to approve the business of the Emma Eccles Jones College of Education and Human Services. Pat Gantt seconded; motion carried.

Emma Eccles Jones College of Education and Human Services
Elementary and Secondary Education Program (School of TEAL)

New Course

TEAL 5630	Study Abroad Student Teaching Pass/Fail Only Effective Fall 2011	6 cr.
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Department of Communicative Disorders and Deaf Education

Prerequisite Change

COMD 4100	Clinical Practicum in Speech-Language Pathology Prerequisites: COMD 2500 and 5100 and permission of department University Studies designation: CI Repeatable for credit Effective Summer 2012	1-2 cr.
COMD 6100	Advanced Clinical Practicum in Speech-Language Pathology No prerequisites needed Repeatable for credit Effective Fall 2011	1-4 cr.

Department of Health, Physical Education and Recreation

Prerequisite Change

HEP 3900	Social Marketing in Health Education Prerequisite: HEP 2500 Effective Summer 2011 (Information Item-removed CIL prerequisite)	3 cr.
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HEP 5300	Grant Proposal Writing	3 cr.
	Prerequisites: HEP 2500, fulfillment of Communications Literacy (CL2) requirement. Enrollment limited to Health Education and Public Health majors only.	
	Effective Summer 2011	
	(Information Item-removed CIL prerequisite)	

Richard Mueller moved to approve the business of the College of Engineering. Nancy Mesner seconded; motion carried.

College of Engineering

Department of Civil and Environmental Engineering

Title Change

CEE/PUBH 5730/6730	Environmental Chemistry of Organic Contaminants	3 cr.
	Previously Analysis and Fate of Environmental Contaminants	
	Effective Summer 2012	

Department of Mechanical and Aerospace Engineering

Delete Course

MAE 2250	Cooperative Practice	3 cr.
	Effective Fall 2011	

MAE 5650	Additive Manufacturing Processes	3 cr.
	Effective Fall 2011	

Pat Gantt moved to approve the business of the College of Humanities and Social Sciences. Norm Jones seconded; motion carried.

College of Humanities and Social Sciences

Department of Journalism and Communication

New Course

JCOM 2030	Multimedia Boot Camp	3 cr.
	Prerequisite: JCOM major standing or permission of department head	
	Effective Fall 2011	

Department of Languages, Philosophy and Speech Communication

New Course

LANG/SPCH 5950	Global Communication Practicum	3 cr.
	Pass/Fail only	
	Effective Fall 2011	

PORT 3400	Popular Music in the Portuguese-Speaking World	3 cr.
	Prerequisite: PORT 3040	
	Effective Fall 2011	

Department of Sociology, Social Work and Anthropology

Credit Hour Change

ANTH 6400	Collections Management Previously 2 cr. Effective Spring 2012	1-3 cr.
ANTH 6420	Lithic Analysis Previously 1 cr. Repeatable for credit Effective Spring 2012	1-3 cr.

Nancy Mesner moved to approve the business of the College of Natural Resources. Richard Mueller seconded; motion carried.

College of Natural Resources**Department of Environment and Society**

Prerequisite Change

ENVS 3500	Quantitative Assessment of Environmental and Natural Resource Problems University Studies Designation: QI Prerequisites: MATH 1050; STAT 2000 or 3000 Effective Summer 2011 (Information Item-removed CIL prerequisite)	3 cr.
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Department of Watershed Sciences

New Course

WATS 4931/6921	GIS Research Projects Prerequisite for WATS 4931: WATS 4930 Prerequisite for WATS 6921: WATS 6920 Effective Fall 2011	2 cr.
WATS 6400	Communicating Science: A Short Course for Graduate Students Pass/Fail Only Effective Fall 2011	1 cr.
WATS 6915	GIS Fundamentals Effective Fall 2011	1 cr.

Title Change, Administrative Responsibility Change

PSC/WATS 3820	Climate and Climate Change Previously Climate Change University Studies Designation: DSC/QI Administrative Responsibility: PSC Effective Spring 2012	3 cr.
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Credit Hour Change
 GEOG 1800 Introduction to Geographic Information Sciences 3 cr.
 Previously 4 cr.
 Effective Fall 2011
(Approved by electronic vote 4-12-2011)

Title Change, Credit Hour Change, Prerequisite Change, Description Change
 WATS 4930/6920 Advanced GIS and Spatial Analysis 3 cr.
 Previously Geographic Information Systems, 4 cr.
 Prerequisite for WATS 4930: GEOG 1800
 Effective Summer 2012

Department of Wildland Resources

Prerequisite Change
 WILD 4750 Monitoring and Assessment in Natural Resource and 3 cr.
 Environmental Management
 University Studies Designation: CI
 Prerequisites: BIOL/NR 2220; MATH 1100 or higher; STAT 2000 or 3000
 Effective Summer 2011
(Information Item-removed CIL prerequisite)

Richard Mueller moved to approve the business of the College of Science. Pat Gantt seconded; motion carried.

College of Science

Department of Computer Science

Prerequisite Change
 CS 3000 Undergraduate Seminar 1 cr.
 Prerequisites: 2.0 GPA, grade of C- or better in CS 2420 and ENGL 2010; or permission of instructor
 Effective Summer 2011
(Information Item-removed CIL prerequisite)

CS 3010 Information Acquisition, Analysis and Presentation 3 cr.
 University Studies Designation: DSC, CI, QI
 Prerequisites: Quantitative Literacy (QL) requirements
 Effective Summer 2011
(Information Item-removed CIL prerequisite)

Department of Mathematics and Statistics

New Course
 STAT 5500/6500 Biostatistics Methods 3 cr.
 Prerequisite: C- or better in STAT 5100 or 5200
 Effective Fall 2011

Wendy Holliday moved to approve the business of USU-Eastern. Darrin Brooks seconded; motion carried.

USU-Eastern

New Courses

BCCM 2110 Interior Finish II 2 cr.
Prerequisites: BCCM 2100 must be completed or taken concurrently. A signed release form and insurance information is required.
Effective Fall 2011

BCCM 2180 Exterior Finish II 2 cr.
Prerequisites: BCCM 2170 must be completed or taken concurrently. A signed release form and insurance information is required.
Effective Fall 2011

Title Change, Credit Hour Change, Prerequisite Change, Description Change

BCCM 2010 Framing I 2 cr.
Previously Framing and Concrete Theory, 3 cr.
Prerequisite: A signed release form and insurance information is required
Effective Summer 2012

BCCM 2030 Framing II 2 cr.
Previously Framing Lab, 3 cr.
Prerequisites: BCCM 2010 must be completed or taken concurrently. A signed release form and insurance information is required
Effective Summer 2012

BCCM 2080 Concrete I 2 cr.
Previously Concrete Construction Lab, 3 cr.
Prerequisites: A signed release form and insurance information is required.
Effective Summer 2012

BCCM 2100 Interior Finish I 2 cr.
Previously Finish Interior and Exterior Theory, 3 cr.
Prerequisites: A signed release form and insurance information is required.
Effective Summer 2012

BCCM 2170 Exterior Finish I 2 cr.
Previously Exterior Construction Lab, 3 cr.
Prerequisite: A signed release form and insurance information is required.
Effective Summer 2012

Credit Hour Change, Prerequisite Change, Description Change		
BCCM 2090	Concrete II Previously 3 cr. Prerequisites: BCCM 2080 must be completed or taken concurrently. A signed release form and insurance information is required Effective Fall 2011	2 cr.
Prefix Change		
CEE 2240	Engineering Survey Previously ENGN 2240 Effective Summer 2011 (Information item-previously missed in USU-Eastern conversion)	3 cr.
Prerequisite Change, Course Description Change		
NURS 1010	Introduction to Nursing Prerequisite: Acceptance into the Practical Nursing program Effective Summer 2012	2 cr.
NURS 1020	Fundamental Concepts of Nursing Prerequisites: BIOL 2320, FCHD 1500, NURS 1010, PSY 1010 Corequisites: BIOL 2420, NURS 1030, 1110 Effective Summer 2012	5 cr.
NURS 1030	Fundamental Concepts of Nursing Clinical Prerequisites: BIOL 2320, FCHD 1500, NURS 1010, PSY 1010 Corequisites: BIOL 2420, NURS 1020, 1110 Effective Summer 2012	4 cr.
NURS 1110	Pharmacology Prerequisites: BIOL 2320, FCHD 1500, NURS 1010, PSY 1010 Corequisites: BIOL 2420, NURS 1020, 1030 Effective Summer 2012	3 cr.
NURS 1115	Pharmacology Lab Corequisite: NURS 1110 Effective Summer 2012	1 cr.
NURS 1120	Family Nursing I Prerequisites: BIOL 2320, 2420, FCHD 1500, NURS 1010, 1020, 1030, 1110, PSY 1010 Corequisites: BIOL 2060, NURS 1130, 1220, 1230, 1240 Effective Summer 2012	1 cr.

NURS 1220	Nursing Process I Prerequisites: BIOL 2320, 2420, FCHD 1500, NURS 1010, 1020, 1030, 1110, PSY 1010 Corequisites: BIOL 2060, NURS 1120, 1130, 1230, 1240 Effective Summer 2012	3 cr.
NURS 1230	Nursing Process I Clinical Prerequisites: BIOL 2320, 2420, FCHD 1500, NURS 1010, 1020, 1030, 1110, PSY 1010 Corequisites: BIOL 2060, NURS 1120, 1130, 1220, 1240 Effective Summer 2012	4 cr.
NURS 1240	Practical Nursing Practice Prerequisites: BIOL 2320, 2420, FCHD 1500, NURS 1020, 1030, 1110, PSY 1010 Corequisites: BIOL 2060, NURS 1120, 1130, 1220, 1230 Effective Summer 2012	1 cr.
NURS 2010	Transition to Associate Degree Nursing Prerequisite: Acceptance in the Associate Degree Nursing program Corequisites: CHEM 1110, 1115, MATH 1030 Effective Summer 2012	2 cr.
NURS 2020	Nursing Process II Prerequisites: CHEM 1110, 1115, MATH 1030, NURS 2010 Corequisites: NURS 2030, 2120 Effective Spring 2012	4 cr.
NURS 2030	Nursing Process II Clinical Prerequisites: CHEM 1110, 1115, MATH 1030, NURS 2010 Corequisites: NURS 2020, 2120 Effective Summer 2012	4 cr.
NURS 2120	Family Nursing II Prerequisites: CHEM 1110, 1115, MATH 1030, NURS 2010 Corequisites: NURS 2020, 2030 Effective Summer 2012	1 cr.
Course Description Change		
NURS 1130	Family Nursing I Clinical Effective Spring 2012	1 cr.
NURS 2220	Manager of Care Effective Spring 2012	5 cr.

Other Business

The request from the Department of English to change the Plan B specialization to a Plan C specialization in the English Master's degree specialization in Technical Writing was withdrawn from the agenda.

In the October 7, 2010 meeting, suggestions were given on who should be allowed to override prerequisites. These suggestions were: Graduate students-instructor; Undergraduate students-department advisor. In keeping with the committee's recommendation, the Registrar's Office would like the following proposal considered:

Departmental advisors will override the prerequisites for the undergraduate courses and the instructors will override the prerequisites for the graduate courses.

This request was withdrawn from the agenda.

Information Items

Inactive courses. If you wish to make any changes, such as deletions or reactivations, please submit a course approval form. (see attachment)

Discussion Item

Proposal from David Hole:

I would encourage the provost's office and the curriculum subcommittee of the EPC to consider accepting course approval forms that have been signed electronically with Adobe Acrobat. This would allow a faster, more efficient routing of the documents through the approval process to Cathy Gerber's office. Cathy can already accept pdf files that have been signed traditionally and scanned to pdf, but this encourages printing the document at each stage of the approval process so it can be signed, scanned and emailed to the next person. This is not in keeping with becoming a green, sustainable campus. Utilizing the digital signing function Adobe Acrobat would allow the process of creation and approval to be completely paperless, quicker, and easier to track than the current system. As we consider the expansion of USU to distance campuses, utilizing a completely electronic submission process will simplify submission of course approval forms from those campuses as well. Certainly colleges that wish to continue to send crumpled bits of paper through campus mail may continue to do so, but the hope is they will see immediate benefits in cutting down on the use of paper and speeding up the approval and routing process (not to mention the possibility of being lost in campus mail).

The Provost's Office will move forward with this proposal and also restructure the EPC website to include: a mission statement, forms, language from the code about EPC and subcommittees, Regents R401 policy on submitting program proposals, flow chart, practical advice, templates (with instructions), link to cip codes, timeline for submitting R 401's, open public tracking system (provost office will maintain), notification of process for your proposal (receipt), and contact information. This will be in addition to the minutes, agendas and links to other subcommittees.

There will also be better communication between BFW and the Graduate.

The restructuring of the EPC website is scheduled to be finished in the next week or two.

Curriculum Subcommittee Members (2011-12)

Ed Reeve, Chair, College of Engineering
Thomas Bunch, Agriculture
Darrin Brooks, Caine College of the Arts
Chris Skousen, Huntsman School of Business
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services
Patricia Gantt, College of Humanities and Social Sciences
Nancy Mesner, College of Natural Resources
Richard Mueller, College of Science
Wendy Holliday, Libraries
Travis Peterson, Regional Campuses and Distance Education
Norm Jones, General Education Subcommittee Chair
Shelly Lindauer, Graduate Council
Tanner Wright, Academic Senate President
Brett Healy, Graduate Studies Vice President (representing Cami Jones)
Roland Squire, Registrar's Office
Cathy Gerber, Registrar's Office

EPC and Curriculum Subcommittee Schedule for 2011-2012

<u>EPC and Curriculum Subcommittee Meetings</u>	<u>Agenda Items Due</u>
September 1, 2011	August 18, 2011
October 6, 2011	September 22, 2011
November 3, 2011	October 20, 2011
December 1, 2011	November 17, 2011
January 12, 2012	December 15, 2011
February 2, 2012	January 19, 2012
March 1, 2012	February 16, 2012
April 5, 2012	March 22, 2012

Meeting adjourned 2:45 p.m.
Ed Reeve conducted the meeting
Cathy Gerber recorded the minutes